

**South Central Regional Library Council
Board Meeting
March 13, 2020
Finger Lakes Library System, Ithaca, NY**

Present:

Camille Andrews
Megan Biddle
Cindy Buerkle (arrived 9:40)
Keturah Cappadonia (arrived 10:05)
Kristin Dade
Jim Galbraith
Sarah Glogowski
Carol Henderson
Jean Jenkins
Marge Kappanadze
Fiona Patrick
Mark Smith

Excused:

Fabina Benites
David Stevick
Nicole Waskie-Laura

Staff:

Diane Capalongo
Danna Harris
Mary-Carol Lindbloom

Presiding. J. Galbraith called the meeting to order at 9:35 a.m.

Consent Agenda

DOC.#2020 – 11, 12. C. Henderson moved to approve the consent agenda; seconded by M. Kappanadze. Approved.

**DOC.#2020 – 13,
14**

January 2020, Bill Sheet #7, February 2020, Bill Sheet #8.
S. Glogowski noted HLSP and RBDB grants, AskUs 24/7 payment, which is a cost-share/pass-through, and payment to Tompkins Cortland Community College for BARC Services as out-of-the-ordinary expenses. Staff development, conference fees, ALA Black Caucus job listing, FINZ membership dues, annual HLSP adjustment for rent and program expenses were out-of-the-ordinary expenses for February. Motion to approve both bill sheets was made by F. Patrick and seconded by S. Glogowski. Approved.

DOC.#2020 - 15

Employee Handbook-Medical Insurance. The Personnel Committee meeting notes contain a detail explanation and recommended language for the *Employee Handbook*. The recommended changes are due to the Medicare requirement that people working for businesses with less than 20 employees must buy Medicare Part B even if their employer offers insurance: they cannot “opt out.” Recommendation: SCRLC will cover Medicare Plan B and the Advantage Plan expenses for single employees 65+ years of age. A motion to approve the personnel committee recommendation was made by C. Buerkle; seconded by J. Jenkins. Approved.

There is no provision for employees needing family or two-person coverage, and the Board instructed the Personnel Committee to review continually the need for this.

DOC.#2020 – 16

SUNY Cortland Grant Application. This grant was submitted on time and caught in a spam filter. Grant applications procedures will be adjusted for future grant rounds to mitigate such occurrences. The outside review panel reviewed and recommended funding half of the requested amount, suggesting that it could be a continuation grant in the future. A motion to approve funding SUNY Cortland's grant application for half the requested amount was made by J. Jenkins; seconded by C. Henderson. Approved.

DOC.#2020 - 17

Dolphin Cove Grant Round. A motion to approve the Dolphin Cove Grant Round with dates and details to be determined was made by S. Glogowski; seconded by F. Patrick. Approved.

Discussion: Responses to COVID-19. SCRLC has not officially closed because all staff can work from home. FLLS has suspended all in- person meetings until further notice and will likely be closing down all interlibrary loans. FLLS staff will have the option to work from home; those that can't work from home will be paid and benefits continued; Binghamton University has banned all travel. STLS is stopping interlibrary loans, holds on items, and delivery will be stopped next week. BARC is still operating and wants to continue as long as possible. ELD service is continuing as usual with precautions being taken. Academic libraries are continuing ILL services with lag time built in for books being quarantined for a number of days. Public libraries may be closing soon; all programs are being cancelled. DCMO will be meeting this afternoon to address the issue; SLS coordinators are scheduled to meet Monday. Corning, Inc. is not sure of their strategy and are working on their response. Elmira College is moving classes online and library hours will be reduced. AL 2020 has been cancelled; the ACRL workshop will now be held online. The MLA conference has been postponed until August and meetings will be held online.

Executive Director's Report.

- **Salary Survey Update.** The consultants sent links for M-C Lindbloom to start investigating.
- **Advocacy Update.** M-C Lindbloom continues to work on thank you letters to legislators emphasizing the role of the library in providing credible information and hot spots for Internet access during this crisis. Restoration to library aid may happen; there is concern about construction aid.
- **Digital Services Librarian Position Update.** A number of excellent applications were received; four candidates are being interviewed. This is a key position that needs to be filled sooner rather than later.

DOC.#2020-19

Advisory Committees Minutes. Re: ACITS, there were few responses to the trial with Ethnic Newswatch and the library science resources. Those that did respond like Ethnic Newswatch, though some liked EBSCO sociology one. To afford one of these resources, we would have to eliminate Literary Reference Center, which is very well used. We will seek use information/feedback from members before deciding at the May Board meeting. The overarching questions is, should we continue to provide databases at all?

Adjournment. Motion to adjourn made by C. Buerkle, seconded by S. Glogowski. Meeting adjourned at 11:25 a.m.

Next meeting will be on Friday, May 22, 2020, 9:30 a.m. at Houghton College, Houghton, NY.

Respectfully Submitted,

Nicole Waskie-Laura